Subject: USC Ross Minority Program in Real Estate - Graduation Reception Keynote Speaker - Confirmation
From: "Peralta, Mary" <meperalt@price.usc.edu>
Date: 1/30/16, 3:58 PM
To: 'Solomon Rivera' <solomon.rivera@lacity.org>, 'Dina Andrews' <dina.andrews@lacity.org>

Dear Solomon & Dina,

I hope this message finds you well.

Please accept this as a reminder and confirmation of Councilmember Marqueece Harris-Dawson's participation in the USC Ross Minority Program in Real Estate 2016 Winter Session Graduation Reception's Keynote Speaker.

Here are the details:

DATE: Friday, February 5, 2016
RECEPTION TIME: 5:30 – 8:00 pm
LOCATION: USC Campus, University Club at Kings Stoop Hall (KSH) located at the northeast corner of Trousdale Parkway and West 34th Street.
PARKING: Parking has been reserved in Parking Structure D (PSD) accessed via Gate 4 located at the intersection of Jefferson Blvd and Royal St. Your Parking RSVP ID# is **122005**. Provide the gate guard with your name and RSVP ID#. Please find map attached for additional details.

The reception is small, approximately 35 attendees, consisting of the current graduates, alumni and family members.

Timeline:

5:30 pm	Graduates and guests arrive, begin seating, a buffet dinner is provided
6:00 pm	I will provide a brief welcome and introduction of the Keynote Speaker
6:15 pm	The Keynote Speaker provides address. A brief Q&A can occur if wished.
6:45 pm	Certificates of completion are awarded
7:30 pm	The Case Study competition winners are announced
8:00 pm	Attendees continue with dessert and networking until the reception concludes at 8:00 pm

The keynote speaks for approximately 20 to 30 minutes. Councilmember Harris-Dawson may speak on his struggles and successes, his thoughts and efforts on improving the community, promoting diversity, or any other subject of importance he wishes to share with graduates and guests to provide inspiration and motivation as they continue their professional journey. Typically the address begins at 6:15 pm following the dinner service.

In a previous message I mentioned our director, Dr. Richard K. Green, would speak but unfortunately he is in Washington D.C. serving as Special Advisor to HUD and is not available. Therefore, I will guide the program which includes awarding the certificates and the announcement of the winning team for Best Development. The Councilmember is welcomed to stay and participate during the program and help award the certificate and congratulate the graduates.

A photographer will be there taking photos during the reception.

The class consists of 18 students. Please find their bios attached for you and the councilmember to review and get a better understanding of their backgrounds.

Do not hesitate to contact me if you have any questions or concerns.

Without question, Dina and Solomon, you are cordially invited to join us for the reception. Let me know if you're coming in separate vehicles and I'll make separate parking reservations.

Thank you,

Mary Peralta
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Attachments:

RMPIRE W2016 Student Profiles 011316.pdf	478 kB
USC U-Club Parking Directions.pdf	288 kB